Somerville MA ARPA Application Scoring Rubric

Staff representatives from the ARPA Office, Executive Branch, Finance Department, Health and Human Services Department, OSPCD, SomerStat, Office of Racial and Social Justice, and Procurement will review all applications. Reviewers will assign points to each application based on the questions and point value descriptions below.

Enhancing Equity: 10 possible points

Does the proposal either: aim to create a city-wide change with a clear understanding that different sub-populations will require some more tailored approaches; or specifically target the needs of sub-populations (demographic or geographic) that face systemic inequities?

> 0: No, the proposal aims to use a one-size-fits-all approach for the city
> 1: The proposal acknowledges that unique measures will be needed to make change for different sub-populations in the city, but does not make clear what those unique measures may be
> 2: The proposal either: targets a specific sub-populations with clearly-defined and reasonable goals; or aims to make a city-wide change and clearly addresses the unique needs of different sub-populations

Does the proposal make clear how the project will impact different sub-populations in Somerville? Consider racial and ethnic groups, LGBTQ, age, gender, English language status, disability, etc.

> 0: The proposal does not make distinctions about how the project may impact different sub-populations
> 1: The proposal names the fact that the proposal may influence different sub-populations differently, but does not expand upon how and why
> 2: The proposal addresses how the project may impact different sub-populations differently and has built that into the project goals

Is the community most impacted (by the issue at hand, or by the project proposal) involved in the project's decision-making process?

> 0: No, the impacted community does not seem to be involved; many key stakeholders seem to be missing from the project
> 1: The impacted community is minimally-involved, such as only in a feedback or review capacity or only via tokenized representation; some key stakeholders seem to be missing from the project
> 2: The impacted community proposed the project themselves or is inherently involved from the outset of the project; no key stakeholders seem to be missing from the project

Do any metrics in the proposed project's evaluation plan help the applicant look at equity of impact? Possibilities include: disaggregating quantitative data by sub-population; qualitative feedback on participants' barriers to engagement with, or success within, the project; and tying the program evaluation results back to changing root causes of inequity.

> 0: No metrics proposed help look at equity of impact, and the principle is not mentioned in the application
> 1: Equity of impact is mentioned as a goal but there are no metrics that directly relate
> 2: There are clearly-identified metrics to consider equity of impact

Are resources (human, physical, or financial) allocated in a way that demonstrates the project's commitment to equity?

> 0: The proposal does not address equity in narrative or budget
> 1: The proposal aims to address inequities in their projects but: only allocates funds for internal purposes like consultants; or does not allocate funds for purposes that signal external equity efforts such as community member stipends, community meeting needs, organizing, translation, or interpretation
> 2: The proposal includes budget items that demonstrate their commitment to equity, for example by funding innovative efforts and paying community members for their involvement

Meeting Identified Community Needs: 10 possible points

Does the proposed project meet at least one of the values or action items from the City's various strategic plans, or the community values identified in the ARPA community engagement process? Refer to the ARPA website for a list of such plans and the community engagement process outcomes.

> On a scale of 1 to 10:
> 0: The proposed project does not seem to meet any community goals or needs as identified by either the public process or local reports
> 10: The proposed project meets at least one of the community goals or needs as identified by either the public process or local reports

Improving Environment and Economy: 6 possible points

Does the proposed project promote environmental sustainability, for example by improving access to or encouraging use of public or active transportation, encouraging use of local resources, or mitigating environmental hazards?

0: No, this project actively encourages less sustainable solutions without discussion on necessity or more sustainable alternatives

1: This project encourages less sustainable solutions to the problem at hand but provides sufficient evidence as to why a more sustainable solution is not feasible or available and why the project is necessary for recovery regardless

2: This project encourages environmental sustainability or uses sustainable methods of solving the problem at hand

Does the project target Environmental Justice neighborhoods? [See the interactive map for more information](#).

0: The proposed project will not take place in Environmental Justice neighborhoods

1: The proposed project will occur city-wide and thus will impact Environmental Justice neighborhoods, but provides no special focus or increased resources for them

2: The proposed project either specifically targets Environmental Justice neighborhoods or includes special focus / increased resources for Environmental Justice neighborhoods

Does the proposed project prioritize local hiring and purchasing in order to cycle funds back into the Somerville community?

0: No, this principle is not discussed

1: This principle is discussed but there is not sufficient evidence in the application (such as naming sample vendors, partners, or fund recipients) to show that local economic reinvestment will occur

2: Yes, this principle is named as a core value and the application shows promise for local economic reinvestment via local vendor contracts, local partner contracts, or direct financial aid to Somerville constituents

Innovation: 6 possible points

Does the proposed project offer imaginative or innovative ideas that have the potential to improve community life?

0: The proposal utilizes tried-and-true yet run-of-the-mill methods

1: The proposal utilizes imaginative approaches that do not have a sufficient evidence base or theory that offers confidence for success

2: The proposal utilizes imaginative approaches that have a sufficient evidence base or theory that offers confidence for success

Has the proposed project been implemented in Somerville before, or is the proposal for the continuation of an existing project?

0: The proposal seeks funding to continue an existing project with no expansion or new elements included

1: The proposal seeks funding to continue an existing project with some expansion or new elements included; or seeks to revive a project that ended but showed success

2: The proposal seeks funding for a new project that shows strong promise for success

Is this funding going to catalyze a deeper project or enable the proposer to access larger funding sources?

0: The proposal is for a one-off project with no plans for continuation

1: The proposal mentions continuing the project after the ARPA granting period but does not specify how ARPA funds will be leveraged to maximize impact and open new opportunities for the project.

2: The proposal gives a clear plan for how the project will continue to grow after the ARPA granting period, and shows how ARPA funds will jump-start an innovation for the project that would not be possible otherwise

Feasibility and Responsibility: 8 possible points

Is the budget for the proposed project clear and well-defined?

0: No

1: Somewhat

2: Yes

Is the timeline for the proposed project clear and well-defined?

0: No

1: Somewhat

2: Yes

Are the staff roles for the proposed project clear and well-defined?

0: No

1: Somewhat

2: Yes

Does the proposal include a thorough evaluation plan that shows promise for meeting reporting guidelines?

0: No

1: Somewhat

2: Yes